

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

IDENTITY OF INTEREST DISCLOSURE

Development Name: ABC Apartments	MSHDA #	5000
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Identity of Interest Rules are defined in Part 10 of the Authority's General Rules (see the following link for MSHDA's General Rules -http://www.michigan.gov/mshda/0,1607,7-141-5587_5589-43670--,00.html) or a copy of the rule attached to this form.

The owner/agent requests approval to use the following identity of interest vendor:

Vendor Name:		Federal ID #:	
Contact Name:			
Street Address:			
City:		State:	
		Zip:	

*Provide a list of all offices where business records are kept for the Identity of Interest Vendor.

Owner's Name (Printed)	Type of Ownership

*Attach organizational documents

List of Current Officers Names	Titles
	President
	Vice President
	Secretary
	Treasurer

List all Identity of Interest individuals and describe the extent of each individual's relationship:

Individual's Name	Description of Identity of Interest Relationship

Description of Goods/Services Provided:

Contract Effective Date:		Contract End Date:	
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MIE Line Item	# Units / # of Occurrences		Cost per Units / Occurrences	Total Cost by Unit or Occurrence	Set Cost of Contact	Total Cost
		X		0		0
		X		0		0
		X		0		0
		X		0		0
		X		0		0
		X		0		0
		X		0		0
		X		0		0
		X		0		0
		X		0		0
		X		0		0
Total Contract Amount:				0	0	0

Provide a list of all the Identity of Interest vendor's bookkeepers and accountants:

Name	Address

Attachments

- ☒ Provide a copy of the vendor's organizational documents.
- ☒ **Provide at least three (3) bids for the contracted goods and services to be rendered by the identity of interest vendor. If a multi-year contract exists, rebidding the contract is required every 4 years or anytime the vendor supplies goods or service beyond the goods or services previously approved by the Authority or the contract price increases by 10% or more.**

An Identity of Interest vendor can NOT be used until the proposed vendor and contract amount have been approved by the Authority. Notification of any proposed vendors with whom there is an identity of interest relationship must be submitted annually with the development operating budget.

Approval for contracts with identity of interest vendors require the submission of at least three bids on the goods or services to be provided and shall be submitted any time:

- *** a new contract begins or,
- *** a previously approved contract increases in price by 10% or more of the current contract price previously approved by
- *** a previously approved vendor plans to supply goods or services beyond the goods or services previously approved by the Authority.

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Certification of Identity of Interest Rules

I/We certify that I/we have read the Michigan State Housing Development Authority Rules regarding the use of Identity of Interest Vendors and agree to abide by the terms and conditions required by this rule.

OWNER: AGENT:

Signature: Signature:

ITS: ITS:

Date: Date:

VENDOR Signature: Date:

MSHDA Approval: Receipt of budget approval constitutes approval of the Identity of Interest submissions with the budget.
Mid-year approvals require the MSHDA approval below:

Director, Asset Management Division

Date: